

NIH Consulting Entrepreneur Services

RFQ Questions

1. Is there an incumbent performing on this requirement? If so, please provide vendor name and contract number.

Response: Yes, the incumbent contractor is BHI Management, Inc. and the contract number is HHSN268201500004C.

2. Is there flexibility with the February start date (no specific date is specified in February)?

Response: The current contract expires on 02/19/17. The anticipated start date will be 02/20/17.

3. Does all the work need to be performed on site in Bethesda? Could some of the work be performed remotely via teleconference, video conference, and email? If so, what would the expected in-person, on-site time be?

Response: This is a full time on site position. However, staff may telework or participate via conference call etc., on ad-hoc basis at the discretion of the supervisor.

4. As a full time EIR, the assumption is that 100% of their work time will be dedicated to this activity. Is there sufficient demand from the participating IC's to justify this?

Response: Yes, the program has been in place for four years with full time EIR's.

5. The EIR candidate qualifications are listed on Page 2. Is it NHLBI's requirement that a single candidate possesses all of these qualifications?

Response: The ideal candidates will have a broad mix of skills and experiences as described in the scope of work. Individuals with more focused areas of expertise will be considered on a case by case basis, for their ability to contribute to the overall needs of the Institute.

6. On the second paragraph on page three it states: *"The contractor shall budget for and manage the travel and accommodations for each consultant to attend up to six national meetings per year."* What is the length of each meeting?

Response: Meetings are typically two or three days depending on the specific conference.

7. On page 3, the first bullet in the middle of the page says: *"Facilitate access to NIH's research infrastructure and technology resources"*. How is it currently being accessed now? Please be more specific as it relates to "technology resources"?

Response: Technology resources refers to innovations or other IP that are being developed in NIH intramural labs. One of the goals of the EIR program is to develop robust channels of communications between the NIH research community and potential strategic partners for technology transfer.

8. On page 3, the fifth bullet states: *"Plan trans-NIH advanced technology programs with the extramural scientific community and implement and manage these broad-cross cutting strategic*

initiatives.” Please provide in greater detail what is meant by “planning advanced technology programs.”

Response: This refers to the development of programs that will facilitate advancement of technologies that are sufficiently mature (advanced) to have commercialization potential.

9. On page 3, the paragraph below the bulleted section states: *“Each consultant retained under this contract may be subject to an initial evaluation period of six months.”* What set of guidelines, expectations, and requirements specifically will EIRs be measured and evaluated on during the initial six months and beyond?

Response: Individual evaluation plans will be developed according to the skills and expertise of the candidates and the specific business needs of the institute and the time of engagement. These will be developed collaboratively with the contractor during the onboarding process for a given candidate.

10. On page 4, number 3, Corporate Resources, it states: *“Adequacy of plans for ensuring the security and confidentiality of project materials and data, including electronic data, that may be made available to the Consulting Entrepreneurs. Adequacy of risk mitigation strategies.”* What current software tools are being used for project documents management?

Response: No specific software tools are designated for this purpose.